

CITY OF SUNNYVALE

The Heart of Silicon Valley

456 WEST OLIVE AVENUE SUNNYVALE, CALIFORNIA 94086 (408) 730-7470

John N. Howe
Mayor

May 11, 2004

Dean J. Chu
Vice Mayor

To: Mayor and City Council
From: Julia E. Miller, Councilmember, Seat #2

Frederik M. Fowler
Councilmember

Subject: Additional Travel Funding Request for FY 2004/2005

Melinda Hamilton
Councilmember

Otto Lee
Councilmember

Julia E. Miller
Councilmember

Ron Swegles
Councilmember

The City Council travel policy, as revised on May 9, 2002, details the process by which the Council travel budget is prepared and approved. As you know, each Councilmember prepares an individual annual budget based upon travel plans relating to appointments to organizations and individual interests. Each Council seat is allotted a base budget amount, with an additional allocation for the Mayor, and does not need Council approval. Councilmembers desiring an increase in the annual budgeted amount to support their intergovernmental (IGR) assignments must provide an estimate of the increase prior to the annual budget hearing. All increases in travel budgets over the base amount must be approved by a majority vote of the full Council. For FY 2004/2005 the base budget for each Council seat is proposed to be \$5,263.61. The additional allocation for the Mayor is \$1,946.27. This memo serves as justification for additional funding.

I will continue to participate in 26 IGR assignments. To support these assignments, an increase of \$2,236.39 is required, for a total travel budget of \$7,500. This request represents a 13% reduction over my past three-year actual average. I therefore recommend that the Council approve this increase for Council Seat #2. This amount will ensure coverage of my required meetings. Also, if I have a residual in my FY 2003/2004 travel budget, I would appreciate approval to roll over this amount and reduce the increase amount accordingly.

While I am sensitive to the perception this request may create given the difficult budget decisions that are being made, I believe that adequate representation of the City's intergovernmental interests by its elected officials is a vital part of effective governance. The larger decision for my colleagues is: Does Sunnyvale benefit from regional, state and nationwide representation? If the answer is affirmative, then the small cost increase is value added with benefits back to Sunnyvale. If the answer is no, I could resign my positions and they would be filled by elected officials from other cities.

The Sunnyvale Legislative Management Sub-Element, Goal 7.3C, reads as follows: "Participate in intergovernmental activities, including national, state and regional groups, as a means to represent the City's interests, influence policy and legislation and enhance awareness."

ATTACHMENT D

In order to effectively fulfill this policy, an increase in funding for Seat #2 is required. Thank you for your consideration.

Summary of Events	FY 2004/2005 Estimated Cost
(2) NLC Conferences	\$2,000
(2) NLC Steering Committee Meetings	\$1,400
(1) LCC Annual Conference	\$850
LCC Policy/Task Force Meetings, Workshops	\$1,000
Other Conferences (ABAG, WTA and WIMG)	\$1,150
Breakfast/Lunch/Dinner Meetings	\$500
Miscellaneous Parking, Mileage, etc.	\$500
Fleet Vehicle Expenses	\$100
Total	\$7,500

Attachments: 2004 City Council IGR Committee Assignments, dated 5/5/04.

**2004 Council IGR Committee Assignments
As of 5/5/04**

<u>MEMBER/Committee Assignment</u>	<u>Term Expires</u>	<u>Staff Support</u>
<u>MAYOR JOHN HOWE</u>		
Local Agency Formation Commission (LAFCO)*	5/05	Fred Bell
Recycling & Waste Reduction Commission of Santa Clara County *	1/05	Mark Bowers
SCCCA		
>Cities Selection Committee	1/05	No support requested (Coryn Campbell)
US Conference of Mayors		
>Criminal & Social Justice Standing Committee	1/05	No support requested (Coryn Campbell)
VTA		
>Policy Advisory Committee, Alternate	1/05	Jack Witthaus
<u>VICE MAYOR DEAN CHU</u>		
LCC		
>Committee on Environmental Quality	1/05	Marvin Rose
SCCCA		
>Board Representative, Alternate	10/5	Coryn Campbell
>Legislative Action Committee	1/05	Peter Bassett
Santa Clara Valley Water District (SCVWD)		
>Water Commission	1/05	Jim Craig
>Lower Peninsula Flood Control and Watershed Advisory Committee	1/05	Jim Craig
VTA		
>Policy Advisory Committee	1/05	Jack Witthaus
>Caltrain Policy Advisory Board	1/05	Jack Witthaus
>Community Oriented Design Enhancement (CODE) Committee, Alternate	1/05	Jack Witthaus
<u>FRED FOWLER</u>		
SCVWD		
>Guadalupe/West Valley Flood Control & Watershed Advisory Committee, Chair	1/05	Jim Craig
Santa Clara County Emergency Preparedness Council, Chair	1/05	Craig Farley
VTA		
>Board of Directors	11/05	Jack Witthaus
>Community Oriented Design Enhancement (CODE) Committee	1/05	Jack Witthaus
<u>MELINDA HAMILTON</u>		
ABAG		
>General Assembly	1/05	Coryn Campbell
Sustainable Silicon Valley Initiative	1/05	Erin Walters

* Appointments ratified, but not appointed, by Council

** Ratification pending

**2004 Council IGR Committee Assignments
As of 5/5/04**

MEMBER/Committee Assignment	Term Expires	Staff Support
<u>OTTO LEE</u>		
ABAG		
>General Assembly, Alternate	1/05	Coryn Campbell
<u>JULIA MILLER</u>		
ABAG		
>Administrative Committee*	No Exp.	Coryn Campbell
>Executive Board*	6/06	Coryn Campbell
>Legislation & Governmental Org. Committee*	No Exp.	Coryn Campbell
>Finance and Personnel Committee*, Chair	No Exp.	Pete Gonda
>Regional Airport Planning Committee *	No Exp.	Gerri Caruso
>Regional Planning Committee *	No Exp.	No Support Requested (Trudi Ryan)
>Earthquake & Transportation Information Review Committee*, Chair	No Exp.	Craig Farley
>San Francisco Bay Trail Board of Directors*	No Exp.	No Support Requested (Robert Walker)
>Inter-Regional Partnership*	No Exp.	Bob Paternoster
Bay Area Air Quality Management District		
>Board of Directors*	1/05	Jack Witthaus
>Executive Committee*	1/05	Jack Witthaus
>Budget & Finance Committee, Chair*	1/05	Pete Gonda
>Public Outreach Committee*	1/05	John Pilger
>Stationary Source Committee*	1/05	Jack Witthaus
>Mobile Source Committee*	1/05	Jack Witthaus
Bay Area Economic Forum		
>Board of Directors *	No Exp.	No Support Requested (Karen Davis)
Bay Area Water Transit Authority		
>Community Advisory Committee	1/05	Jack Witthaus
LCC		
>Peninsula Division, President*	1/05	Coryn Campbell
>Employee Relations Policy Committee*	1/05	Mark Gregerson
>Ethics & Education Task Force	2/04	No Support Requested (Coryn Campbell)
NLC		
>Human Development Steering Committee*	1/05	Mark Gregerson
>Human Development Policy & Advocacy Committee*	1/05	Mark Gregerson
>Women in Municipal Government Board of Directors*	1/06	No Support Requested (Coryn Campbell)
NOVA WIB		
>Membership Selection Committee	1/05	Mike Curran
SCCCA		
>Board Representative	1/05	Coryn Campbell
South Bay Salt Pond Restoration Project		
>Stakeholders' Forum*	No Exp.	Lorrie Gervin

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** Ratification pending

**2004 Council IGR Committee Assignments
As of 5/5/04**

<u>MEMBER/Committee Assignment</u>	Term	Expires	Staff Support
<u>RON SWEGLES</u>			
LCC			
>Housing & Community Development Policy Committee	1/05		Bob Paternoster
Military Affairs Council	1/05		Peter Bassett
Moffett Restoration Advisory Board (RAB)*	1/05		Stewart McGee
Santa Clara County Housing Bond Advisory Committee	1/05		Annabel Yurutucu

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